



## Detroit Regional Census Center

Come join the Census Team, where everyone counts. The Census Bureau produces quality data that helps Americans better understand our country - its population, resources, economy, society and culture. We offer competitive salaries, flexible hours and work arrangements, developmental opportunities, recognition for a job well done, and a host of other employment incentives. If working in an environment that values your individuality and diversity and allows you to innovate, engage in problem solving, and achieve your professional goals appeals to you, then the Census Bureau is the place for you.

## Census Bureau Employment Opportunity

### Crew Leader:

Michigan, Ohio, West Virginia

(\$12.25/hr-\$18.00/hr location dependent)

### Detroit Regional Census Center

300 River Place Dr.  
Suite 2950  
Detroit, MI 48207

P: 313.396.5200  
F: 313.567.2108

United States<sup>™</sup>  
**Census**  
**2010**

Download various forms for Census employment:

- [Census Employment Application](#)
- [Form I-9, Employment Eligibility Verification](#)

- Notifies selected enumerators when and where to report for group training.
- Conducts group training sessions for enumerators, using verbatim training guides, and instructs them in procedures of enumeration, acquaints them with forms or handheld computer (HHC) used in collecting data, reports required, etc.
- Performs various preparatory duties such as marking field surveys of his/her crew leader district to become familiar with the area (if unknown); checks boundaries to ensure they can definitely be located.
- Makes complete assignments by enumerator assignment area.
- Observes enumerators in the field to provide on-the-spot assistance and supervision, making more frequent visits to enumerators whose performance appears poor or marginal.
- Recommends for dismissal enumerators who cannot or will not perform their required duties.
- Reviews and certifies daily payroll and progress reports and ensures that work is completed within established time schedules.
- Reviews progress reports with supervisor, detailing progress and performance made in assigned area(s) and reporting on personal activities.
- Transmits complete and acceptable materials to supervisor on a flow basis and reassigns rejected materials to other enumerators for further work.
- May be required to participate in recruiting and testing activities, such as distributing flyers or scheduling and administering the testing of job applicants for various positions within the assigned boundaries of the temporary office.
- As appropriate to the geographic location and nature of assigned duties, the incumbent must possess translation skills for a language indigenous to the area of assignment in addition to English.

**Note: All applicants must pass a written multiple choice test.**

Call 1.866.861.2010 for test dates, times and locations.

Take the [practice test](#)!

For more information on this and other employment opportunities in the Detroit Region please visit us on the web at: <http://www.census.gov/rodet/www/2010employ.html>.

**AN EQUAL OPPORTUNITY EMPLOYER**